

**CHILDREN FIRST PROGRAM**  
**CONTRACT AMENDMENT #1**  
**to the**  
**WISCONSIN WORKS (W-2) and RELATED PROGRAMS CONTRACT**  
**for the period January 1, 2002 through December 31, 2003**  
**by and between**  
**the Wisconsin Department of Workforce Development**  
**and**  
**«Field1»**

The Wisconsin Works (W-2) and Related Programs Contract and Amendments to the Contract are amended to issue funding for the Children First Program.

1. Funds Provided/Period Covered

Funds are provided to the W-2 agency for the period beginning January 1, 2002, and continuing through December 31, 2003, for the Children First Program. The Children First 2002 Allocation, in the amount of \$«Field2», will be included on Community Aids Reporting System (CARS) for the Children First Program. This amount is contingent upon receipt of funds by the Department. Specific funding amounts and the period covered are enumerated at the end of this Amendment.

2. Deobligation of Funds

The Department may deobligate unexpended funds via a Contract Amendment when the Contract amount is underspent by twenty percent (20%) or more on a year-to-date basis. The funds awarded in future allocation for the Children First Program may be reduced accordingly.

3. Purpose and Service Conditions on the Use of the Funds

These funds are provided for the purpose of providing services for the Children First Program and may be used by the W-2 agency only for the purposes and service conditions stated under the Department approved Children First Plan incorporated into this Contract by reference.

4. Fiscal and Program Participant Reporting on the Use of the Funds

Children First Program expenses incurred beginning January 1, 2002, and continuing through December 31, 2003, must be reported on an expenditure report form in accordance with the Department's Policies and Procedures.

Profile Number	Profile Title
700	Children First

Program participation must be reported in accordance with the Department's instructions.

## 5. Payment Procedures

These funds shall be paid in accordance with the Department's Policies and Procedures.

The Department shall pay an amount equal to one month's estimated operating costs (total Children First Program amount divided by the number of months of the Contract period) in each of the first three months of this Contract. Each month thereafter, the Department shall reimburse expenditures reported on the financial forms required by the Department.

The Department will collect advance payments in accordance with the Department's Policies and Procedures. The initial three (3) months of payments will be recouped during the last three (3) months of expense reporting, or when reported expenditures equal or exceed seventy-five percent (75%) of the profile line amount, whichever comes first, for the contract period.

## 6. Statement of Intent

It is the intent of the parties that the administration of this Amendment shall not be subject to the provisions of the Contract which relate to the Wisconsin Works (W-2) performance standards and failure to serve, but that all of the other provisions of the Contract, including but not limited to the provisions relating to monitoring and corrective action, shall apply to this Amendment.

## 7. Specific Funding Amounts

Agency: «Field3»	Agency #«Field4»
Agency Type: «Field5»	Contract Period: 01/01/02-12/31/03

CARS Profile Name	Profile Contract Number	Current Contract Level	Contract Change Amount	New Contract Level
Children First	700			\$«Field2»
TOTAL				\$«Field2»

**IN WITNESS THEREOF**, the Department has executed this Amendment on the date set forth below.

\_\_\_\_\_  
Eric Baker, Administrator  
Division of Workforce Solutions  
Department of Workforce Development

\_\_\_\_\_  
Date